



Department of State
Overseas Building Operations
3rd Annual Industry Day



When: October 13, 2004, 10:00 am – 4:00 pm

Where: **Ronald Reagan Building & International Trade Center**
1300 Pennsylvania Avenue, NW
Washington, D.C. 20004
Phone: 202-312-1300

Registration: **Registration fee covers one individual, not one company.**

Credit cards are the only payment accepted.

9/17 early bird registration ends (\$85).

10/10 conference registration ends (\$100).

On-site registration (\$100) is from 8 am – 12 noon.

Register on-line at www.roomersinc.com. Click on 3rd Annual OBO Industry Day on left menu bar, next click on “Click here to enter,” then click on “Registration” on the top menu bar.

Register by fax by printing the registration form and faxing it to 240-379-7080, Attn: OBO 3rd Annual Industry Day.

Register by mail by printing the registration form and mailing it to Attn: Roomers, Inc., 3rd Annual Industry Day, 8901B Mountainberry Circle, Frederick, MD 21702.

Registration fee includes Plenary, Meeting Brochure, Light Refreshments, Participation Directory and Interface Sessions.

Nearest hotels: **JW Marriott**
InterContinental Washington
1331 Pennsylvania Ave., NW
Washington, D.C. 20004
Phone: 202-393-2000

Willard
1401 Pennsylvania Ave., NW
Washington, D.C. 20004
Phone: 202-628-9100

The Grand Hyatt
1000 H Street, NW
Washington, D.C. 20001
Phone: 202-582-1234

Cancellations: Cancellations must be in writing and faxed to 240-379-7080. Cancellations must be received by September 17th, no cancellations will be given thereafter. There is a \$50 service fee for cancellations.

Exhibitors: **Only the departments of OBO will be represented at this meeting.** There will be **no** outside exhibitors.

Industry Agenda: The agenda is forthcoming. However, last year's agenda is on the website for review.